

Michigan State  
Administrative Board

Lansing, Michigan

August 15, 2006

A regular meeting of the State Administrative Board was held in the Lake Ontario Room, 3<sup>rd</sup> Floor, Michigan Library and Historical Center, on Tuesday, August 15, 2006, at 11:00 a.m.

Present: Kelly Keenan, Chief Counsel, representing Jennifer M. Granholm, Governor, Chairperson  
Kristie Profit, Policy Advisor, representing John Cherry, Lt. Governor  
Mary G. MacDowell, Director, Financial Services Bureau, representing Robert J. Kleine, State Treasurer  
Joe Pavona, Director, Bureau of Administrative Services, representing Terri Lynn Land, Secretary of State  
Patrick F. Isom, Assistant Attorney General, representing Michael A. Cox, Attorney General  
Carol Wolenberg, Deputy Superintendent for Administration, representing Michael P. Flanagan, Superintendent of Public Instruction  
Leon Hank, Chief Administrative Officer, representing Kirk T. Steudle, Director, Department of Transportation  
Sherry Bond, Secretary

Others Present:

Kristi Broessel, Department of Community Health; Carole Menovske, Department of Environmental Quality; Joel Storch, Department of Information Technology; James Burris, Elise Lancaster, Janet Rouse, Department of Management and Budget; Kelly Villarreal, Department of Transportation; Jared Austin, House Republican Policy Office; Jerry Crandall, MIRS; Mark Eitrem, Mid-Michigan Leadership Academy

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Pavona moved to approve the minutes of the regular meeting held on August 1, 2006. The motion was supported by Ms. Wolenberg and unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

NONE

4. COMMUNICATIONS:

NONE

5. UNFINISHED BUSINESS:

NONE

6. NEW BUSINESS:

**Retention and Disposal Schedules:**

CITY OF EAST JORDON, 8/15/2006

CITY OF THREE RIVERS, 8/15/2006

ST. CLAIR COUNTY, Accounting Department, 8/15/2006

WASHTENAW COUNTY, Washtenaw Community Health Organization,  
8/15/2006

DEPARTMENT OF COMMUNITY HEALTH,  
Long Term Care Programs, 8/15/2006  
Customer Service Division, Eligibility Quality Control Section, 8/15/2006

DEPARTMENT OF EDUCATION, Michigan School for the Blind, Low  
Incidence Outreach Programs and Services, 8/15/2006

DEPARTMENT OF STATE,  
Customer Service Administration, 8/15/2006  
Bureau of Business Integration, 8/15/2006

DEPARTMENT OF TREASURY, Bureau of Local Government Services  
Administration, 8/15/2006

Mr. Hank moved to approve the retention and disposal schedule. The motion was supported by Mr. Pavona and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:  
(Please see the following pages)

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Ms. MacDowell presented the Finance and Claims Committee Reports for the regular meeting of August 8, 2006, and the special meeting of August 15, 2006. After review of the forgoing Finance and Claims Committee Reports, Ms. MacDowell moved that the Finance and Claims Committee Reports covering the regular meeting held August 8, 2006, and the special meeting held August 15, 2006, be approved and adopted. The motion was supported by Ms. Wolenberg and unanimously approved.

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Ms. MacDowell presented the Building Committee Report for the regular meeting of August 9, 2006. After review of the forgoing Building Committee Report, Ms. MacDowell moved that the Building Committee Report covering the regular meeting held August 9, 2006, be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

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Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of August 9, 2006. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held August 9, 2006, with a correction to the report and with Item 61 of the regular Transportation agenda and Item 2 of the supplemental agenda withdrawn at the State Administrative Board meeting held on August 15, 2006, by the Department of Transportation, be approved and adopted. The motion was supported by Mr. Isom and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

NONE

9. ADJOURNMENT:

Ms. Wolenberg moved the meeting be adjourned. The motion was supported by Mr. Pavona and unanimously approved. Mr. Keenan adjourned the meeting.

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SECRETARY

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CHAIRPERSON